**Special Course in English Language Proficiency for Officials from Russia**

**(19 June to 21 August 2019)**

This is a nine-week proficiency course that has been specially designed for a group of officials from Russia.

**Aim and objectives**

The overall aim of the course is to develop the learners’ proficiency in English and to equip them with reading, writing, listening, speaking and reference skills for use in professional contexts. The specific objectives of the course are to enable learners to:

* develop their grammatical competence
* enrich their vocabulary
* understand a variety of spoken texts
* speak fluently in a variety of work related contexts
* read and understand different kinds of written texts
* write effectively to meet professional needs (e.g. letters, short reports, project report, appraisals, etc)

**Course content and methodology**

The curriculum is designed keeping in view the age, the experience and backgrounds of the participants, with room for flexibility to suit the needs of individual learners.

Out of the 225 contact hours spread over the 09-week programme, 207 hours are allocated for classroom study and 18 hours for extension lectures by experts on arts, culture and traditions of India. The components of the course are listening, speaking, reading and writing, along with functional grammar and vocabulary.

The teaching methodology includes group work, pair work, discussions, short lectures and assignments. In order to provide a holistic learning experience for the participants, the classes are organised around a set of communicative functions useful for adult learners. They aim to give the participants hands-on experience in using English.

**Evaluation**

The performance of the participants is evaluated through weekly internal assessment and an end-of-course examination.

**Book kit**

A book kit comprising a dictionary, books on grammar and word power, and a set of course books with CDs will be given to the learners for use on the course.